

## Meeting of the Great Easton Village Hall Committee Thursday 29<sup>th</sup> March 2018

This meeting followed the Annual General Meeting  
Meeting commenced 11.04 am

### Present

Tim Smith (Chair)  
Sally Armstrong  
Louisa Feltham  
Vikki Halliday  
Alice Murdock  
Kay Mitchell (Minutes)

### Apologies

Lorna Bryant  
Margaret Stamp

Minutes of the last meeting were read and agreed

### Matters Arising

Fire Risk Assessment - remains outstanding from the H&S Risk Assessment -  
**Action TS**

Following an incident at one of the groups it was reported that the contact details for the VH, required when calling emergency services, needs to be more visibly prominent.

Details to be placed on the Notice Board in prominent position.

**Action TS**

New tablecloths - **AM/SA** to get material to make the new tablecloths  
AM will measure and buy the material. Agreed red and white gingham. C/f

Suitcases in Store - c/f from previous meetings. These contain costumes and props from previous productions. Previously agreed LF and AM would go through these and throw out anything no longer useful.

LF reported that storage is a premium at present with another GELT performance due early May. It would be helpful if the cases could be sorted before the next performance. **Action LF**

Kitchen steps - c/f SA

Henry (hoover) - to be removed - c/f LF

Rear Paddock, Fencing and Wall - Parish Council have had a meeting with the landowner who maintains he is not breaking the law and has no plans to make any changes.

Landowners fence at the rear of VH: It appears some young people continue to climb on the wall, it was agreed TS will review T&Cs with relevant groups and highlight potential hazards and need for a risk assessment by group organisers. **Action TS**

Ownership of the wall is indeterminate.

Painting around plug - AM to complete painting around socket today

Sensor light in corridor is erratic and doesn't always come on - Action TS

### **Finance**

(report provided to AGM earlier)

Finances are healthy at present

Action: VH to get a voucher for Mark Haynes by way of Thank You for overseeing the books

### **Fund Raisers**

Recent fund-raisers have been successful - Quiz and Chips and Andy's Arctic Adventures.

Sally suggested an Open Mike evening and a Pub Evening in the Hall

Mark Howson (new promoter) has planned a number of music events and has also raised a possible Open Mike evening.

Talks go very well - need to identify someone who could produce a free talk  
Movie Night later in the year

Meditation evening

Singing Day

All ideas welcome-VHC members to continue looking for potential fund raisers

### **Caretaker's Salary**

Sally has requested a pay rise

VH Committee discussed this and were in agreement to increase Sally's payment and this will be reviewed annually (note to c/f)

### **Fire Door Replacement**

George Robbins has costed a new fire door in the bar area - A UVPC fire door and a refit of the concrete step and metal strip will cost approximately £1300 - Agreed by VHC

## Stage Refurbishment

### Lighting and Sound:

C/f - LF to get a second quote. This is outstanding.

As GELT performance is due shortly LF agreed to set up a meeting with her contacts to provide an idea of what is required and compare costs for lighting and refurbishment of the stage. VH need a second quote to compare materials and costs in line with T&Cs.

Rocky Road in Corby have provided an initial quote of £3000 for a PA system. LED lights in each corner of the stage + spotlights around £1300, including cabling  
Total £4300

Curtains, back drops and sides - LF outlined her plan for stage refurbishment required by GELT. This includes keeping the existing backdrop, introducing a device to provide further scenery, moveable sides and someway of providing a rat-run at the rear of the stage.

Action: LF to set up meeting with her contractor early May. The VH is keen to refurbish the stage for all future events and users, including music events, weddings and groups. Anything more specialist required by GELT may have to be funded by them.

### AOB

LF raised cost of hire charges and requested that the VHC consider a reduction or discount given that GELT are a super-user at certain times of the year.

There was limited time for this discussion.

Tim to email Committee for individual opinions **Action TS**

Meeting ended 12.30pm